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FOR ACTION

PROVISIONAL ANNOTATED AGENDA AND ORGANIZATION OF WORK

For the Executive Board session to be held at United Nations Headquarters from 26 April to 7 May 1993

SUMMARY

The present document contains the provisional annotated agenda for the 1993 regular session of the Executive Board. The annexes provide: (a) the provisional annotated agenda for the Programme Committee; and (b) the provisional annotated agenda for the Committee on Administration and Finance.

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ORGANIZATION OF WORK

The general debate, which commences with statements by the Chairman of the Executive Board and the Executive Director, is scheduled to occupy the first two days of the session. The Executive Director's response will be delivered on the morning of the fourth day. In accordance with the desire expressed by Board members in the past, policy papers will be reviewed in the course of the general debate, when general observations on the major policy, reporting and planning documents are invited.

Delegations are reminded that Executive Board decision 1987/1 sets a time limit of 10 minutes for statements by delegations and stipulates that all meetings should begin promptly. It is anticipated that delegations will make one major intervention in the general debate, reserving more detailed observations on major issues for other agenda items during the meetings of the Programme Committee and the Committee on Administration and Finance. The latter both meet as committees of the whole. It is expected that the Programme Committee will meet from 28 April to 4 May and that the Committee on Administration and Finance will meet from 3 to 6 May. In keeping with Executive Board decision 1989/1, interventions in the committees should be as brief as possible, not exceeding seven minutes, to allow for a true dialogue.

Time has been allocated for drafting sessions to negotiate, when necessary, draft recommendations emanating from policy papers or from the floor. Delegations are reminded of the following procedures, as decided by the Executive Board, governing the submission and consideration of draft proposals additional to those contained in the documentation: (a) the Chairman of the Board and/or the chairmen of the committees shall announce deadlines for submission of draft proposals to ensure sufficient time for translation and negotiations, bearing in mind the 24-hour rule; (b) deadlines for submission of draft proposals under each agenda item should be announced during the first days of each regular session of the Executive Board in order to enable delegations to prepare draft proposals in a timely manner; (c) to the extent possible, deadlines for draft proposals should be set in connection with the discussion of the relevant agenda item but no later than two days before the end of the session; and (d) the Chairman of the Board and/or the chairmen of the committees will send proposals that do not enjoy consensus and, therefore, require more thorough examination, to open-ended drafting sessions.

The recommendations of the two committees that require Executive Board approval will be presented to the plenary on the last day of the session in brief oral statements by the respective chairmen. The Chairman of the Board will then present to the plenary for approval the results on draft resolutions and decisions that are not contained in the committee statements.

Prior to the closure of the session, the secretariat will endeavour to circulate draft reports of the proceedings of the committees. Executive Board members will be invited to submit their comments, if any, in writing to the Office of the Secretary of the Executive Board within two weeks, after which the reports will be included in the report of the Board.

PROVISIONAL ANNOTATED AGENDA

1. Adoption of the agenda

Introductory statements will be made by the Chairman of the Executive Board and the Executive Director.

2. General debate

As a basis for the debate, the Executive Board will have before it, inter alia, the following documents:

Document subject	E/ICEF/1993/
Report of the Executive Director	2 (Parts I and II and Part II/Add.1)
Report on the Summit follow-up	12
Report on children, environment and development	L.2
UNICEF involvement in family planning	L.5
United Nations emergency strategy and restructuring report	L.8
Report on programmes for the urban poor	L.9
Revised 1992-1993 and proposed 1994-1995 administrative and programme support budget estimates	AB/L.1
Revised 1992-1993 and proposed 1994-1995 global funds programme budgets	P/L.3
UNICEF and reform of the United Nations system	L.15

Document E/ICEF/1993/CRP.7, available in English, French and Spanish, contains the executive summary of the synthesis report of the multidonor evaluation undertaken in 1991 and 1992 by the Governments of Australia, Canada, Denmark and Switzerland and the Executive Director's comments on the evaluation are contained in document E/ICEF/1993/CRP.8. The Board may also wish to comment on the issue in the Programme Committee in conjunction with United Nations Reform and Programme delivery strategies, as well as in the Committee on Administration and Finance in conjunction with the outline of a management study of the administrative and management of UNICEF headquarters.

A compilation of summaries of major policy documents is contained in document E/ICEF/1993/L.13. The attention of delegations is also drawn to the State of the World's Children Report, 1993 and the 1993 UNICEF annual report, which contain useful background information.

3. Statements by the chairmen of the Programme Committee and the Committee on Administration and Finance

The recommendations of the Programme Committee and the Committee on Administration and Finance requiring Executive Board approval will be presented to the plenary session in brief statements by the respective committee chairmen.

4. Adoption of resolutions and decisions

The Chairman of the Executive Board will present to the plenary the results of negotiations on draft resolutions and decisions that are not included in committee statements.

5. Preparation for future sessions and review of documentation

Under this sub-item, members can make observations and suggestions regarding substantive matters proposed for the 1994 and subsequent sessions and on the conduct of business at the 1994 session. Within this context, Board members will have before them document E/ICEF/1993/CRP.6 which contains proposals of the Chairman related to streamlining the work and procedures of the Board and which should be read in conjunction with E/ICEF/1993/CRP.5, which summarizes steps taken by the Board since 1984 on this subject.

6. Other business

7. Concluding remarks

Concluding remarks will be made by the Executive Director and the Chairman of the Executive Board.

Suggested timetable and order of business for Executive Board and committee sessions, 26 April-7 May 1993 a/

		MONDAY, 26 APRIL
10 a.m.-1 p.m.	Item 1:	Adoption of the agenda
	Item 2:	General debate
3 p.m.-6 p.m.	Item 2:	General debate (continued)
		TUESDAY, 27 APRIL
10 a.m.-1 p.m.	Item 2:	General debate (continued)
3 p.m.-6 p.m.	Item 2:	General debate (continued)
6.15 p.m.-9 p.m.	Item 2:	General debate (concluded)
		WEDNESDAY, 28 APRIL
10 a.m.-1 p.m.		Programme Committee
3 p.m.-6 p.m.		Programme Committee (continued)
6.15 p.m.-9 p.m.		Programme Committee (continued)
		THURSDAY, 29 APRIL
10 a.m.-11 a.m.		Executive Director's response to general debate
		***
11 a.m.-1 p.m.		Programme Committee (continued)
3 p.m.-6 p.m.		Programme Committee (continued)
6.15 p.m.-9 p.m.		Programme Committee (continued)
		FRIDAY, 30 APRIL
10 a.m.-1 p.m.		Programme Committee (continued)
3 p.m.-6 p.m.		Programme Committee (continued)
		Drafting session I b/

	MONDAY, 3 MAY
10 a.m.-1 p.m.	Programme Committee (continued)
	Committee on Administration and Finance
3 p.m.-6 p.m.	Programme Committee (continued)
	Drafting session II b/
6.15 p.m.-9 p.m.	Committee on Administration and Finance (continued)
	TUESDAY, 4 MAY
10 a.m.-1 p.m.	Programme Committee (concluded)
3 p.m.-6 p.m.	Committee on Administration and Finance (continued)
6.15 p.m.-9 p.m.	Committee on Administration and Finance (continued)
	WEDNESDAY, 5 MAY
10 a.m.-1 p.m.	Committee on Administration and Finance (continued)
3 p.m.-6 p.m.	Committee on Administration and Finance (concluded)
	Drafting session III b/
	THURSDAY, 6 MAY
10 a.m.-1 p.m.	Drafting session IV b/
3 p.m.-6 p.m.	Drafting session V b/
	FRIDAY, 7 MAY
10 a.m.-1 p.m.	Item 3: Statements by the chairmen of the Programme Committee and the Committee on Administration and Finance
	Item 4: Adoption of resolutions and decisions
3 p.m.-6 p.m.	Item 5: Preparation for future sessions and review of documentation

FRIDAY, 7 MAY		
3 p.m.-6 p.m. (continued)	Item 6:	Other business
	Item 7:	Concluding remarks by the Executive Director and the Chairman of the Executive Board

a/ UNICEF has been allocated 30 meetings of conference servicing. The above proposal reflects 25 plenary and committee meetings and 5 drafting sessions.

b/ In accordance with Executive Board decision 1990/1, drafting sessions will be held at night or in parallel with regular meetings of the Programme Committee and/or the Committee on Administration and Finance, as required.

Annex I

PROVISIONAL ANNOTATED AGENDA FOR THE PROGRAMME COMMITTEE, 28 APRIL-4 MAY 1993

1. Adoption of the agenda

2. Progress report on the follow-up to the World Summit for Children

[for review]

As requested at the 1992 Executive Board session (decision 1992/13), a report on the progress being made towards implementing the commitments of the World Summit Declaration and Plan of Action (E/ICEF/1993/12) is submitted to the Executive Board for review.

3. Reorganization and consolidation of global funds

[for review and Board approval]

In response to Executive Board decision 1992/14, a paper on the "Reorganization and consolidation of global funds" (E/ICEF/1993/L.10) is submitted to the 1993 session for review and Board approval. The revised 1992-1993 and proposed 1994-1995 global funds programme budget (E/ICEF/1993/P/L.3) is also submitted to the Board for review and approval. The programmatic part of the global funds programme budget will be discussed in the Programme Committee, whereas post changes and related issues will be discussed in the Committee on Administration and Finance.

4. Bamako Initiative

[for review]

At its 1992 session (decision 1992/22), the Executive Board requested a progress report on the implementation of the Initiative. It is contained in document E/ICEF/1993/L.6 which is submitted to the Board for review.

5. Ensuring child survival, protection and development in Africa

[for review]

In accordance with Executive Board decision 1992/21, a progress report on the implementation of the decision, including recommendations for future activities in ensuring child survival, protection and development in Africa is presented to the Executive Board for review (E/ICEF/1993/L.4).

6. Proposals for UNICEF cooperation and programme reviews

[for review and Board approval]

Some 39 country programme proposals for UNICEF cooperation, among other submissions, will be submitted to the Board for approval. As requested during the 1986 Executive Board session, in-depth presentations will be made of one or two country programme recommendations in each region. UNICEF cooperation will cover:

(a) Africa:

(i) West and Central Africa;

(ii) Eastern and Southern Africa;

(b) The Americas and the Caribbean;

(c) Middle East and North Africa;

(d) Asia:

(i) East Asia and the Pacific;

(ii) South Asia;

(e) Central and Eastern Europe, the Baltic States and the Commonwealth of Independent States;

(f) Interregional and others.

As has been the practice since 1988, in order to gain time for the consideration of programmes and programme policy, the reports of the regional directors will be taken as read, rather than presented verbally. Following the country presentations, however, the regional directors will make brief statements setting the new country programme recommendations in the regional context. There will also be opportunities, outside the scheduled meetings of the Executive Board, for interested Board members to have informal discussions with the regional directors and other field staff present. In addition, informal meetings on the topics of particular interest to the Board will be scheduled between 9 a.m. and 10 a.m. during the session.

Individual country programme recommendations and regional, subregional and interregional recommendations are issued in documents E/ICEF/1993/P/L.4 to E/ICEF/1993/P/L.29. The summary of 1993 recommendations for general resources and supplementary funding programmes (known informally as the "round-up" paper) is contained in document E/ICEF/1993/P/L.2 and Add.1. The report on the use of global funds, including the interregional fund for programme preparation, promotion and evaluation is contained in document E/ICEF/1993/P/L.30 and the report on the use of general resources for projects approved for supplementary funding is contained in document E/ICEF/1993/P/L.31.

7. Report on the situation and needs of children and women in Central and Eastern Europe, the Baltic States and the Commonwealth of Independent States

[for review]

The Executive Board at its 1992 session (decision 1992/19) requested a report on the situation and needs of children and women in Central and Eastern Europe, as well as on the implementation of UNICEF programmes and activities in the countries concerned (E/ICEF/1993/L.7).

8. Emergency operations

[for review]

Report on emergency operations (E/ICEF/1993/11); report of the Executive Director (E/ICEF/1993/2 (Parts I and II)); regional reports (E/ICEF/1993/5-E/ICEF/1993/10); and the "round-up" (E/ICEF/1993/P/L.2 and Add.1).

9. United Nations emergency strategy and restructuring

[for review]

The report on the United Nations emergency strategy and restructuring and its implications for UNICEF is contained in document E/ICEF/1993/L.8.

10. UNICEF involvement in family planning

[for review and Board approval]

In its decision 1992/28, the Executive Board requested the Executive Director to submit a policy paper on the involvement of UNICEF in family planning, taking into account the health of the child and the mother. The report is contained in document E/ICEF/1993/L.5 which is submitted to the Board for review and approval.

11. Programmes for the urban poor

[for review and Board approval]

A report on UNICEF programmes for the urban poor and the role of UNICEF in urban development is contained in document E/ICEF/1993/L.9.

12. Children, environment and development

[for review]

As requested by the Executive Board at its 1992 session (decision 1992/31), a report on UNICEF response to the implementation of Agenda 21 of the United Nations Conference on Environment and Development held on 14 June 1992 in Rio de Janeiro is submitted to the Board for review (E/ICEF/1993/L.2).

13. Children's Vaccine Initiative

[for review]

In response to Executive Board decision 1992/17, a progress report on the Children's Vaccine Initiative (E/ICEF/1993/L.3) is submitted to the Board for review.

14. Acquired immune deficiency syndrome (AIDS)

[for review and Board approval]

The Executive Board requested the Executive Director to report to the 1993 session on the implementation of its decision 1992/26. The report is contained in document E/ICEF/1993/L.11.

15. UNICEF/WHO Joint Committee on Health Policy

[for review and Board approval]

The report of the meeting of the UNICEF/WHO Joint Committee on Health Policy, held at Geneva on 1 and 2 February 1993 is contained in document E/ICEF/1993/L.12.

16. UNICEF and reform of the United Nations system

[for review and Board approval]

The supporting document for this agenda item, as called for in General Assembly resolution 47/199 of 22 December 1992 is contained in document E/ICEF/1993/L.15.

17. Other business

Provisional timetable for the Programme Committee, 28 April-4 May 1993 a/

		WEDNESDAY, 28 APRIL
10 a.m.-11 a.m.	Item 1:	Adoption of the agenda (introductory remarks by the Deputy Executive Director, Programmes)
11 a.m.-1 p.m.	Item 2:	Follow-up to the World Summit for Children
3 p.m.-5 p.m.	Item 3:	Reorganization and consolidation of global funds
5 p.m.-6 p.m.	Item 4: and Item 5:	Bamako Initiative Ensuring child survival, protection and development in Africa
6.15 p.m.-7 p.m.	Item 4: and Item 5:	Bamako Initiative (concluded) Ensuring child survival, protection and development in Africa (concluded)
7 p.m.-9 p.m.	Item 6 (a):	Programme reviews: Africa
		THURSDAY, 29 APRIL
10 a.m.-11 a.m.		Executive Director's response to general debate
		*****
11 a.m.-1 p.m.	Item 6 (b):	Programme reviews: The Americas and the Caribbean
3 p.m.-5 p.m.	Item 6 (c):	Programme reviews: Middle East and North Africa
5 p.m.-6 p.m.	Item 6 (d):	Programme reviews: Asia
6.15 p.m.-8 p.m.	Item 6 (d):	Programme reviews: Asia (concluded)
8 p.m.-9 p.m.	Item 6 (e):	Central and Eastern Europe, The Baltic States and the Commonwealth of Independent States
	and Item 7:	Situation and needs of children and women in Central and Eastern Europe

		FRIDAY, 30 APRIL
10 a.m.-11 a.m.	Item 6 (e):	Central and Eastern Europe, the Baltic States and the Commonwealth of Independent States (concluded)
	and Item 7:	Situation and needs of children and women in Central and Eastern Europe (concluded)
11 a.m.-1 p.m.	Item 8: and Item 9:	Emergency operations United Nations emergency strategy and restructuring
3 p.m.-4.30 p.m.	Item 10:	UNICEF involvement in family planning
4.30 p.m.-6 p.m.	Item 11:	Programmes for the urban poor
		Drafting session I
		MONDAY, 3 MAY
10 a.m.-12 noon	Item 12:	Children, environment and development
12 noon-1 p.m.	Item 13: and Item 14:	Children's Vaccine Initiative Acquired immune deficiency syndrome (AIDS)
3 p.m.-6 p.m.	Item 6 (f):	Interregional and others
		Drafting session II
		TUESDAY, 4 MAY
10 a.m.-11 p.m.	Item 15:	Report of the UNICEF/WHO Joint Committee on Health Policy
11 p.m.-12 noon	Item 16:	UNICEF and reform of the United Nations system
12 noon-1 p.m.	Item 18:	Other business

a/ In accordance with Executive Board decision 1989/1, interventions should be as brief as possible, not exceeding seven minutes, to allow for a true dialogue.

Annex II

PROVISIONAL ANNOTATED AGENDA FOR THE COMMITTEE ON ADMINISTRATION AND FINANCE, 3-5 MAY 1993

1. Adoption of the agenda

2. Financial plan, 1993-1996

[for review and Board approval]

The medium-term plan (E/ICEF/1993/3) contains the financial plan for the period 1993-1996 for the committee's consideration.

3. Financial reports

[for review and noting]

These reports include:

(a) The interim financial report and statements for the biennium ended 31 December 1992 (E/ICEF/1993/AB/L.7);

(b) Report to the United Nations Board of Auditors and the Advisory Committee on Administrative and Budgetary Questions (ACABQ) regarding specific measures taken to implement previous recommendations of the Board of Auditors (E/ICEF/1993/AB/L.3);

(c) Review of expenditures in excess of commitments and unspent commitments for completed projects financed by supplementary funds (E/ICEF/1993/AB/L.10);

(d) Financial report and audited financial statements of UNICEF for the year ended 31 December 1991 and report of the Board of Auditors (Official Records of the General Assembly, Forty-seventh Session, Supplement No. 5B (A/47/5/Add.2));

(e) Report of ACABQ on the 1991 financial report and audited financial statements and reports of the Board of Auditors relating to UNICEF (A/47/500).

4. Revised 1992-1993 and proposed 1994-1995 administrative and programme support budget estimates

[for review and Board approval]

The revised administrative and programme support budget estimates for the biennium 1992-1993 and proposed administrative and programme support budget estimates for the biennium 1994-1995 are contained in document E/ICEF/1993/AB/L.1. In response to decision 1991/28, resolution 4, Internal auditors, a recommendation is included in the proposed administrative and programme support budgets for 1994-1995. As requested by the Board, the

internal audit function has been reviewed by the Board of Auditors and their comments and recommendations are included in the Report of the Board of Auditors (Official Records of the General Assembly, Forty-seventh Session, Supplement No. 5B (A/47/5/Add.2)). The report of ACABQ on the administrative and programme support budget estimates is contained in document E/ICEF/1993/AB/L.2.

5. Revised 1992-1993 and proposed 1994-1995 global funds programme budgets

[for review and Board approval]

The revised 1992-1993 and proposed 1994-1995 global funds programme budgets are contained in document E/ICEF/1993/P/L.3. In response to decision 1992/36, E, Criteria for core vs. project posts, realignments of posts are included in that document. The report of ACABQ on the global funds programme budgets is also contained in document E/ICEF/1993/AB/L.2.

In addition, the report on the "Reorganization and consolidation of global funds" (E/ICEF/1993/L.10), which is discussed under agenda item 3 in the Programme Committee, provides information on how the global funds are reorganized and consolidated using the proposed budget format approved during the 1992 session in decision 1992/36.

6. Office space strategy for central headquarters

[for review and Board approval]

In its decision 1992/35, the Executive Board requested the Executive Director to submit a proposal for a cost-effective, long-term office space strategy for central headquarters (E/ICEF/1993/AB/L.9).

The report of ACABQ on the report of headquarters office accommodation is contained in document E/ICEF/1993/AB/L.11.

7. Outline of a management study of the administrative and management structure of UNICEF headquarters

[for review and Board approval]

The Executive Board, in its decision 1992/39, decided to consider at its 1993 session the need for review of the administrative and management structure at UNICEF headquarters and requested the Executive Director to present an outline of a possible management study (E/ICEF/1993/AB/L.8).

8. Greeting Card Operation 1993 work plan and proposed budget

[for review and Board approval]

The Greeting Card Operation (GCO) 1993 work plan and proposed budget are contained in document E/ICEF/1993/AB/L.6, along with a draft recommendation for the Committee's consideration.

9. Greeting Card Operation financial reports

[for review and noting]

Major documents for this item are the GCO financial report for the 1991/92 season (E/ICEF/1993/AB/L.5) and the GCO provisional report of the 1992 season (E/ICEF/1993/AB/L.4).

10. Other business

Provisional timetable for the Committee on Administration and Finance, 3-5 May 1993 a/

	MONDAY, 3 MAY	
10 a.m.-1 p.m.	Item 1:	Adoption of the agenda (introductory remarks by the Deputy Executive Director, Operations)
	Item 2:	Financial plan, 1993-1996
	Item 3:	Financial reports
3 p.m.-6 p.m.		Drafting session II
6:15 p.m.-9 p.m.	Item 4: and Item 5:	Administrative and programme support budget estimates Global funds programme budgets
	TUESDAY, 4 MAY	
3 p.m.-5 p.m.	Item 4: and Item 5:	Administrative and programme support budget estimates (concluded) Global funds programme budgets (concluded)
5 p.m.-6 p.m.	Item 6:	Office space strategy for central headquarters
6.15 p.m.-9 p.m.	Item 6:	Office space strategy for central headquarters (concluded)
	WEDNESDAY, 5 MAY	
10 a.m.-1 p.m.	Item 7:	Outline of a management study of the administrative and management structure of UNICEF headquarters
3 p.m.-5 p.m.	Item 8 and Item 9:	Greeting Card Operation: 1993 work plan and proposed budget, and financial reports
5 p.m.-6 p.m.	Item 10:	Administration response and other business.
		Drafting session III

a/ In accordance with Executive Board decision 1989/1, interventions should be as brief as possible, not exceeding seven minutes, to allow for a true dialogue.